



## ROADMAP

### CONTRACT OVERVIEW

This Request to Qualify (RTQ) has been established to provide the County a pool of pre-qualified submitters capable of providing all labor, supervision, equipment and materials necessary to repair, replace, supply, install or rent HVAC Equipment, controls and related components for various Miami-Dade County (MDC) departments.

**CONTRACT TERM:** Eight-year 3/01/2016 - 5/31/2024

**TOTAL CONTRACT VALUE:** \$10,638,000.00

### I. EVENT LOG

<u>ADD NO.</u> ↓	<u>DATE ISSUED</u> ↓	<u>EVENT</u> ↓	<u>AGENT</u> ↓															
7	10/5/16	Coolwater Air Conditioning Inc. has been added for group A	Adriana Antolinez															
6	9/15/2016	<div>A transfer of funds from BPO ABCW1600462 to BPO ABCW1600460 as follows:<table><tr><th>Department</th><th>Allocation</th><th>Transferred</th><th>Modified Allocation</th><th>BPO No.</th></tr><tr><td>SP*****</td><td>\$ 640,000.00</td><td>\$ (12,693.00)</td><td>\$ 627,307.00</td><td>ABCW1600462</td></tr><tr><td>SP*****</td><td>\$ 0.00</td><td>\$ 12,693.00</td><td>\$ 12,693.00</td><td>ABCW1600460</td></tr></table></div>	Department	Allocation	Transferred	Modified Allocation	BPO No.	SP*****	\$ 640,000.00	\$ (12,693.00)	\$ 627,307.00	ABCW1600462	SP*****	\$ 0.00	\$ 12,693.00	\$ 12,693.00	ABCW1600460	Jennyfer Calderon
Department	Allocation	Transferred	Modified Allocation	BPO No.														
SP*****	\$ 640,000.00	\$ (12,693.00)	\$ 627,307.00	ABCW1600462														
SP*****	\$ 0.00	\$ 12,693.00	\$ 12,693.00	ABCW1600460														
5	8/1/16	Air Contracting & Refrigeration, Inc. has been added for Group A.	Ralph E. Tipton															
4	07/29/16	Cool-Breeze Air Conditioning Corporation has been added for Group A.	Ralph E. Tipton															
3	06/24/16	Premier Airconditioning & Refrigeration, Inc. has been added for Groups A.	Ralph E. Tipton															
2	06/16/16	Air Logic Services, Inc. has been added for Groups A and B.	Ralph E. Tipton															



**BID NO. RTQ-00299  
HVAC AND CONTROLS - RTQ**

<u>ADD NO.</u> ↓	<u>DATE ISSUED</u> ↓	<u>EVENT</u> ↓	<u>AGENT</u> ↓
1	6/6/16	Award Sheet Published. Carrier Corporation Inc and Master Mechanical Services Inc will be added to the contract once they comply with the County's Insurance Requirements.	Yuly Chaux-Ramirez

**II. AWARDEES AND GROUPS DESCRIPTION**

PRE-QUALIFIED BIDDERS						GROUPS				
BUSINESS NAME	FEIN	CONTACT PERSON	PHONE	E-MAIL	FAX	A	B	C	D	Hourly Rates for Group D
Air Balance and Diagnostic Co	261276686	Leonel Payan Yelitza Garcia	305-971-0207	<a href="mailto:info@airbalancedx.com">info@airbalancedx.com</a> <a href="mailto:leopayan@airbalancedx.com">leopayan@airbalancedx.com</a> <a href="mailto:ygarcia@airbalancedx.com">ygarcia@airbalancedx.com</a>	305-971-0270	x	x			
Airmax Service Corp	592133588	Michael Lorion Jonathan Seligman	305-773-9482 786-369-9016	<a href="mailto:mlorion@airmax.com">mlorion@airmax.com</a> <a href="mailto:jonathan@airmax.com">jonathan@airmax.com</a>	305-669-1080			x		
Coolwater Air Conditioning Inc.	650507585	Stephen Kerney	305-807-0288	<a href="mailto:steve@coolwaterac.com">steve@coolwaterac.com</a>	786-953-8988	x				
D.A.C. Air Conditioning Corp	651082972	Mario L. Diaz Mileydis Diaz	786-293-9009	<a href="mailto:mario@dacair.net">mario@dacair.net</a> <a href="mailto:mileydis@dacair.net">mileydis@dacair.net</a>	786-293-9010	x			x	Skilled mechanic Unskilled helper \$120 \$65
Johnson Controls Inc	390380010	Dave Powell Robert Ramos	954-538-7954 305-906-2216	<a href="mailto:dave.powell@jci.com">dave.powell@jci.com</a> <a href="mailto:robert.g.ramos@jci.com">robert.g.ramos@jci.com</a>	954-538-7902	x			x	Skilled mechanic Unskilled helper \$119.50 \$86
Loss Control and Recovery Inc d/b/a AdvantaClean Commercial Services Group	593228099	Scott Brown	704-309-4487	<a href="mailto:workorder@advantaclean.com">workorder@advantaclean.com</a> <a href="mailto:scott.brown@advantaclean.com">scott.brown@advantaclean.com</a>	704-394-7434			x		



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Master Mechanical Services Inc	650460474	Tina Pinna Sean Pinna	305-825-3004	<a href="mailto:info@mastermechanicalservices.com">info@mastermechanicalservices.com</a> <a href="mailto:tpinna@mastermechanicalservices.com">tpinna@mastermechanicalservices.com</a> <a href="mailto:spinna@mastermechanicalservices.com">spinna@mastermechanicalservices.com</a>	305-825-1607	x			x	Skilled mechanic Unskilled helper	\$72.50 \$67.50
Poole & Kent Company of Florida	753163466	David Strickland Brian MacClugage	305-325-1930	<a href="mailto:davids@pkflorida.com">davids@pkflorida.com</a> <a href="mailto:brianm@pkflorida.com">brianm@pkflorida.com</a>	305-324-0522	x					
Thermo Air Inc	591197815	Jim Neveils C. Reni Dewit	954-540-7722 954-275-3283	<a href="mailto:JimN@thermo-air.com">JimN@thermo-air.com</a> <a href="mailto:Rdewit@thermo-air.com">Rdewit@thermo-air.com</a>	954-923-8003	x			x	Skilled mechanic Unskilled helper	\$98 \$65
Trane US Inc	250900465	Jamie Klootwyk Bill Young	954-499-6900	<a href="mailto:sally.contreras@trane.com">sally.contreras@trane.com</a> <a href="mailto:jklootwyk@trane.com">jklootwyk@trane.com</a> <a href="mailto:williamd.young@trane.com">williamd.young@trane.com</a>	954-499-2218	x			x	Skilled mechanic Unskilled helper	\$135 n/a

### III. GROUPS DESCRIPTIONS

- Group A:** Repair, replace, supply, install and/or rent HVAC Equipment and Controls.  
**Group B:** Testing, Adjusting and Balancing (TAB) HVAC equipment.  
**Group C:** A/C Duct Cleaning & Sanitizing.  
**Group D:** Emergency and Repairs.

#### Emergency Orders

Pre-qualified bidder under group D may be required to respond to emergencies or repairs where the scope of services is undefined. Under this group, pool members will be selected to perform time and material services based on established rates and mark-up percentage. The cost of parts and materials shall not exceed a **10% mark-up** from the submitter's actual cost. A copy of the successful bidder's invoice from the supplier for parts and materials shall be submitted with the invoice for payment. In cases where the successful bidder manufactures its own parts, the bidder will charge the County a price no higher than what their firm charges their most favored customer. The County reserves the right to request verification.

Pre-qualified bidders will be selected to perform time and materials repairs and emergencies based upon 1) the submitted rates, and 2) availability of the vendor's service personnel to respond within the necessary time frame dictated by the nature of the repair. Also, the availability of the material, geographic location, and/or delivery time may be utilized as deciding factors for the basis of an award to a bidder when it is determined by a County department that a project is time sensitive to meet pre-established deadlines or it is an emergency situation.

### IV. PURCHASING INSTRUCTIONS

## A. Quotation Directives

- ❖ Bid tabulations **MUST** be provided to vendors upon request, prior to award.
- ❖ All quotations are subject to the Cone of Silence. Per section 2-11.1(t) of the County code.
- ❖ The most recent version of the County's general terms and conditions apply to each quote. The latest version can be accessed by clicking on the following link <http://www.miamidade.gov/procurement/itb-terms-conditions.asp> , it is ISD Procurement Management's suggestion to print the T&Cs for each quote and add them to the specific quote folder.
- ❖ This solicitation was recommended for "no measure" by the Small Business Development Division. Therefore, no SBE Bid preference applies. However, it is required that **ALL request for quotes (RFQ) issued under GROUPS A, B AND C must be submitted to SBD prior to advertising for review and assignment of SBE-Construction measures.** Work orders will also be reviewed for the applicability of a CWP (Community Workforce Program) goal and Responsible Wages. **Quotes MUST** be submitted to Laurie Johnson (LAURIE@miamidade.gov) at SBD with a copy to the Office of the Commission Auditor (OCA) (OCA@miamidade.gov), and the procurement contracting offer.

The e-mail to SBD must have the following information:

- List of the prequalified vendors.
- The estimated value of the quote.
- ❖ The RFQ should include, at a minimum, language advising prequalified bidders that their bids should take account of all labor, supervision, material and equipment, permits, and any other items or incidentals. In addition, the RFQ will notify bidders, if applicable, of the following: pre-bid solicitations or site visit, bid bond, performance security, liquidated damages, if the work is to be performed at night or on weekends, work completion deadline, method of award, the type of payment, time frames, the date for return of responses to the County of the RFQ, as well as any additional requirements.
- ❖ The department issuing the RFQ shall maintain a file; the file shall include the following documents: the RFQ form (including any published addenda), the bidder responses, a Tally Sheet or Tabulation, the Notice of Award (may be in the form of a Release Purchase Order), and correspondence.

## C. Preferences - except for federally funded entities.

- ❖ **SBE- Construction measures**  
If applicable, must be applied first.

- ❖ **Local Certified Disabled Veteran**

Preference should be applied in accordance with Section 2-8.5.1 of the Miami-Dade County Code, a Local Certified Disabled Veteran Business Enterprise (VBE) shall receive a bid preference of 5% of the price bid (for the purpose of evaluation ONLY). A VBE who is also an SBE shall not receive the veteran's preference and shall be limited to any applicable SBE preferences. These preferences will only be used for evaluating and awarding the bids and shall not affect the contract price. However, if a Local Certified Service-Disabled Veteran Business Enterprise is the lowest bidder as a result of a Best and Final Bid (also known as a BAFO), then the price submitted as part of the Best and Final Bid shall be the contract price. At the time of bid submission, the bidder must affirm in writing its compliance with the certification requirements of Section 295.187 of the Florida Statute and submit this affirmation and a copy of the actual certification along with the bid.

**❖ Local and Locally-Headquartered Business Preference**

The evaluation of competitive bids is subject to Section 2-8.5 of the Miami-Dade County Code.

Definitions: *Local business* means the vendor has a valid business tax receipt issued by Miami-Dade County at least one year prior to bid or proposal submission, and a physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business. Firms who provide goods or services which are exempt from Miami-Dade Business Tax Receipt requirements shall be required to submit documentation, to the County's satisfaction, demonstrating the physical business presence of the firm within the limits of Miami-Dade County for at least one year prior to bid or proposal submission. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a vendor shall not be considered a "local business" unless it contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base. Vendors shall affirm in writing their compliance with the foregoing at the time of submitting their bid or proposal to be eligible for consideration as a "local business" under this section. A vendor who misrepresents the status of its firm under this Section in a proposal or bid submitted to the County will lose the privilege to claim any preference under this Section for a period of up to one year. The County Mayor, in his discretion, may also recommend that the firm be referred for debarment in accordance with [Section 2-8.4.1](#) of the Code of Miami-Dade County. *Locally Headquartered Business* means a Local Business as defined in this Section which has a Principal Place of Business in Miami-Dade County.

In any competitive bid process where award, if any, is to be made to the responsive and responsible bidder offering the lowest bid (the "Low Bidder" and "Low Bid" respectively), the following shall apply:

1. If the Low Bidder is not a Local Business, then any and all responsive and responsible Local Businesses submitting a price within ten percent of the Low Bid, the Low Bidder, and any and all responsive and responsible Locally Headquartered Businesses submitting a price within fifteen percent of the Low Bid, shall have an opportunity to submit a best and final bid equal to or lower than the Low Bid.
2. If the Low Bidder is a Local Business which is not a Locally Headquartered Business, then any and all responsive and responsible Locally Headquartered Businesses submitting a price within five percent of the Low Bid, and the Low Bidder shall have an opportunity to submit a best and final bid equal to or lower than the Low Bid.
3. Award, if any, shall be made to the responsive and responsible bidder offering the lowest best and final bid.
4. Ties in best and final bid shall be resolved in the following order of priority: Locally Headquartered Business, Local Business, other business.
5. If no best and final bid is required in accordance with the provisions above, award, if any, shall be made to the Low Bidder.

At this time, there is an Interlocal Agreement for Reciprocity of Local Business and Locally-Headquartered Business Preferences in effect between Miami-Dade and Broward Counties until September 30, 2015.